




STATE OF HAWAII, DEPARTMENT OF TRANSPORTATION, AIRPORTS DIVISION  
KAHULUI AIRPORT STORM WATER MANAGEMENT PROGRAM PLAN  
MS4 NPDES Permit H114KE349



**Public Education and Outreach**  
To educate individuals with regular access to the airport (DOTA employees, tenants, and contractors) on how their activities could impact the receiving waters and to provide methods to minimize that impact.

**Logo and Message**

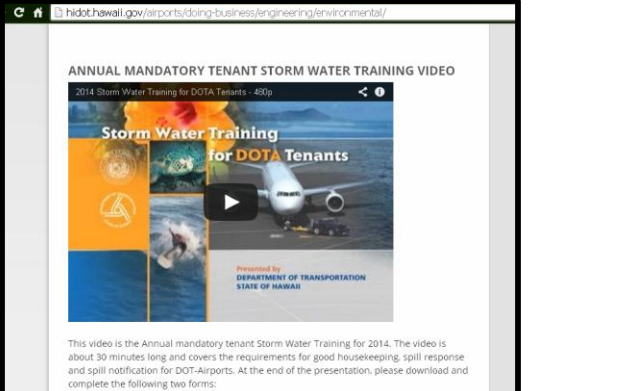
- Description: DOTA will include the COP logo and storm water protection message in material wherever possible, such as print media and training presentations.
- Responsible: DOTA Environmental Section.
- Goal: Ensure all training presentations and print media include the COP logo.
- Reporting: Include logo usage in the annual report.



**Training Programs**

**Storm Water Training**

- Description: Annual classroom and/or online training presentation for airport tenants on impacts to storm water runoff, preventing illicit discharges, common BMPs, spill response, and tripartite use (as applicable).
- Responsible: DOTA Environmental Section.
- Goal: 60% of airport tenants have at least one trained person. That person will be responsible for training other personnel at their facility.
- Reporting: Compare list of tenants from Enviance database to tenant training rosters.



**Tenant Storm Water Training**

- Description: Annual classroom and/or online training presentation for airport tenants on impacts to storm water runoff, preventing illicit discharges, common BMPs, spill response, and tripartite use (as applicable).
- Responsible: DOTA Environmental Section.
- Goal: 60% of airport tenants have at least one trained person. That person will be responsible for training other personnel at their facility.
- Reporting: Compare list of tenants from Enviance database to tenant training rosters.

**DOTA Maintenance Baseyard Training**

- Description: Annual classroom and/or online training presentation for DOTA employees involved in maintenance activities on impacts to storm water runoff, preventing illicit discharges, common BMPs, spill response, chemical applications, proper storage and disposal of chemicals and waste, and other environmental regulations/procedures.
- Responsible: DOTA Environmental Section will assist with preparing training materials. Baseyard Supervisor will ensure personnel are trained.
- Goal: 70% of DOTA maintenance personnel are trained.
- Reporting: Compare employee list to training rosters.

**Construction / Post-Construction Activities Training**

- Description: Annual classroom and/or online training presentation for individuals (DOTA Engineers, Construction Managers, Contractors) involved in construction on the construction / post-construction program at the airport.
- Responsible: DOTA Environmental Section will assist with preparing training materials. DOTA Project Manager (Division for DOTA projects and District for tenant projects) will be responsible for ensuring personnel are trained.
- Goal: 80% of contractors have at least one trained person. That person will be responsible for training other personnel at their job site.
- Reporting: Compare list of construction projects from Enviance database to training rosters.



**Public Service Announcement (PSA)**

- Description: Develop a PSA for television, radio, or the newspaper that conveys the message about preventing storm water pollution. DOTA will attempt to work with local youth groups to facilitate increased public involvement.
- Responsible: DOTA Environmental Section.
- Goal: Develop and air one PSA during the term of the permit.
- Reporting: It will be communicated in the annual report when completed.

**Print Information**

**Tenant Brochures / Fact Sheets**

- Description: Develop a brochure and/or fact sheet on illicit discharge detection and elimination or other common BMPs and distribute to airport tenants.
- Responsible: DOTA Environmental Section.
- Goal: Distribute materials to 80% of tenants inspected.
- Reporting: EHS will record distribution of materials on inspection form. Then this will be compared to the number of inspections completed.




**Business Cards**

- Description: DOTA Maintenance employees will be provided with a business card that includes information about reporting illicit discharges as well as the DOTA environmental policy.
- Responsible: DOTA Environmental Section will develop the cards. Baseyard Supervisor will distribute the cards.
- Goal: Distribute materials to 80% of Maintenance Baseyard employees.
- Reporting: Baseyard Supervisor will report number of employees and number of cards distributed.

**Drain Inlet Labeling**


- Description: Label drain inlets and catch basins in public areas such as parking lots and terminal areas with "No Dumping" message.
- Responsible: District General Construction & Maintenance Supervisor.
- Goal: Label 60% of structures in public areas.
- Reporting: Compare list of drainage structures in public areas to those completed by the Maintenance Baseyard.



**Public Involvement**  
To facilitate the involvement of individuals with regular access to the airport (DOTA employees, tenants, and contractors) in the SWMPP.

**Storm Water Hotline**

- Description: A phone number will be posted for the public, airport users, and DOTA employees to report illicit discharges and spills.
- Responsible: The Airport Operations Control will field calls 24/7. DOTA Environmental Section will field calls during work hours, obtain data from the Airport Duty Manager, conduct follow-up, and enter in Enviance.
- Goal: Advertise hotline in two different media, such as the DOTA website, tenant training session, and print media.
- Reporting: In the annual report, evaluate the number of calls to determine whether the hotline has been sufficiently communicated.

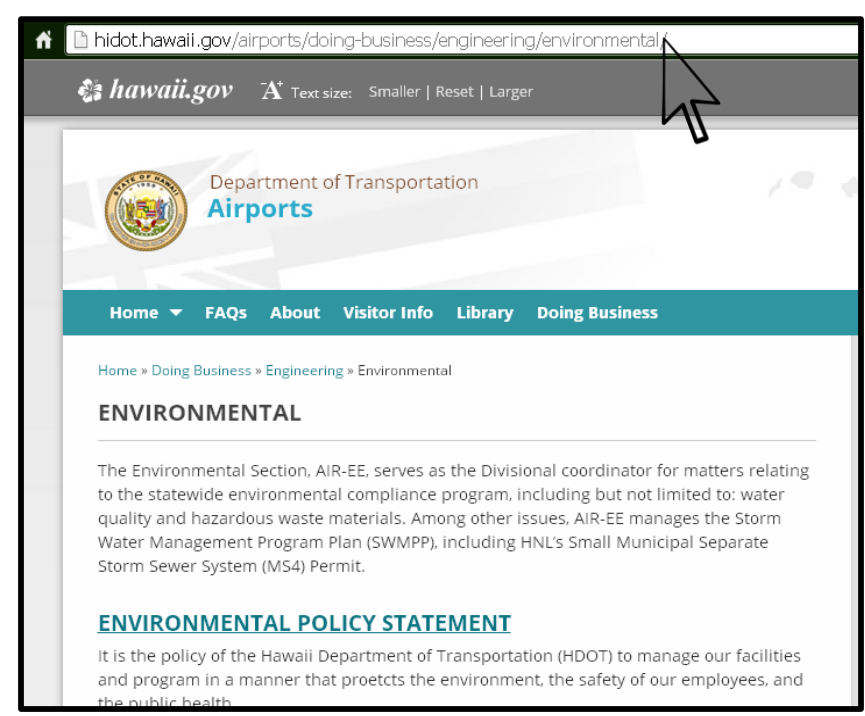


**Public Review and Comment of SWMPP**

- Description: The public will be given a chance to review the OGG SWMPP and make comments. Comments will be incorporated into the plan where possible.
- Responsible: DOTA Environmental Section.
- Goal: Post OGG SWMPP on the DOTA website and allow public comment for a 30 day period.
- Reporting: DOTA Environmental Section will document comments and DOTA responses. These will be provided with e-permitting to DOH.

**DOTA Website**

- Description: Applicable documents, information, and items for public review and comment are posted on the website: <http://hidot.hawaii.gov/airports/doing-business/engineering/environmental/>.
- Responsible: DOTA Environmental Section will provide data to post. DOTA Information Technology Section will make website updates.
- Goal: Update website to include OGG SWMPP and supporting documents.
- Reporting: Use of website will be included in the annual report.



**Acronyms**

BMP – Best Management Practices  
DMR – Discharge Monitoring Report  
DOH – State of Hawaii, Department of Health, Clean Water Branch  
DOTA – State of Hawaii, Department of Transportation, Airports Division  
EHS – Environmental Health Specialist  
HAR – Hawaii Administrative Rules  
IDDE – Illicit Discharge Detection and Elimination  
MS4 – Municipal Separate Storm Sewer System  
NPDES – National Pollutant Discharge Elimination System  
OGG – Kahului Airport  
PSA – Public Service Announcement  
SOP – Standard Operating Procedures  
SWMPP – Storm Water Management Program Plan  
SWPCP – Storm Water Pollution Control Plan


**Note**

All documents referenced (gray blocks) are available on the DOTA website for Kahului. <http://hidot.hawaii.gov/airports/doing-business/engineering/environmental/>

**Illicit Discharge Detection and Elimination**  
To identify and prevent non-storm water discharges that pose a risk to the receiving water.

**Illicit Discharge Investigation and Enforcement**


- Description: Prevent, detect, and remove illicit discharges and illegal connections to the MS4.
- Responsible: DOTA Environmental Section will conduct investigation and enforcement.
- Goal: Conduct an investigation for 90% of reported illicit discharges.
- Reporting: Data on illicit discharge investigations will be compared to reports of illicit discharges in Enviance.



**IDDE Investigation and Enforcement Program**

**Outfall Inspections**

- Description: Conduct a dry weather screening of MS4 outfalls in order to facilitate discovery of illicit discharges.
- Responsible: DOTA Environmental Section.
- Goal: Conduct outfall inspections at the frequency specified in the plan.
- Reporting: Outfall inspections will be documented in Enviance and reported each year in the annual report.

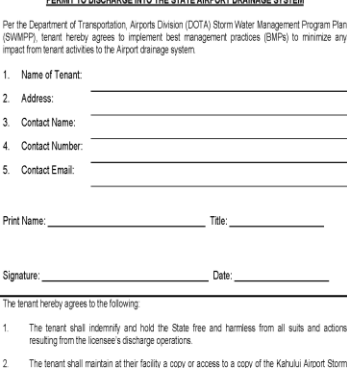


**Outfall Inspection & Field Screening Plan**

**Tenants**

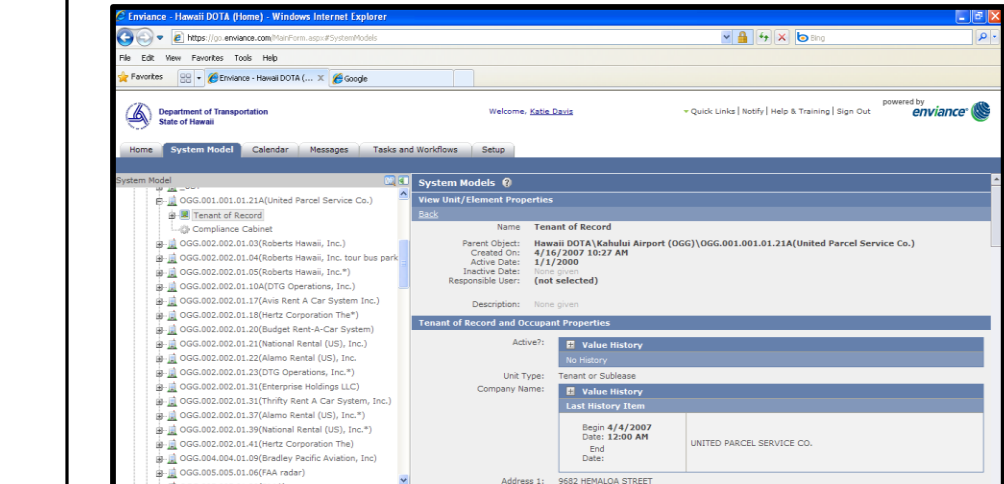
**Tenant Discharge Permit (Enforcement Rules)**

- Description: Tenants are required to apply for a DOTA Discharge Permit for storm water runoff from their leased areas.
- Responsible: DOTA Environmental Section.
- Goal: Within 5 years (12/31/2019) have 100% of tenants submit the application.
- Reporting: Tenants permits will be recorded in Enviance and compared to the total number of tenants present.



**Tenant Inventory**

- Description: Maintain an inventory in Enviance of tenants including company name; mailing address; physical location; POC name, phone number, and email; SIC code; permits; plans; and assets. Refer to the Enviance SOP (internal document) for directions on entering the data.
- Responsible: Airport Manager / Property Management is responsible for notifying DOTA Environmental Section of new tenants. DOTA Environmental Section will make updates to Enviance.
- Goal: Within 2 years (12/31/2017) identify all tenants on airport property and log in Enviance.
- Reporting: A tenant inventory will be included in the annual report.



**Tenant Inspections**

- Description: Conduct tenant inspections as described in the Inspection and Enforcement Manual to ensure tenants are implementing BMPs.
- Responsible: DOTA Environmental Section.
- Goal: Within 2 years (12/31/2017) inspect and risk rank all tenants on airport property and log in Enviance.
- Reporting: Number of inspections will be compared to the number of tenants in the annual report.



**Inspection and Enforcement Manual**

**Common Use Area BMP Plan**


**Construction**  
To address potential storm water pollutants that may be generated by land disturbing activities and/or their support facilities of one acre or more.

**Post-Construction**  
To implement permanent BMPs for construction activities that result in a land disturbance of one acre or more in order to minimize potential storm water pollutants that may be generated by future activities on the site.

**Construction and Post-Construction Storm Water Management Plan**


**Construction Plan Review**

- Description: Ensure that all construction projects disturbing  $\geq 1$  acre adhere to the DOTA construction program as well as regulatory programs during the design phase.
- Responsible: Engineer Project Manager (Division – DOTA projects; District – Tenant projects) will ensure that plans meet requirements. DOTA Environmental Section will conduct review.
- Goal: Within 3 years (12/31/2018), 90% of construction projects complete the plan review phase prior to initiating work.
- Reporting: A construction project inventory as well as plan reviews will be kept in Enviance and compared in the annual report.



**Enforcement Rules**

- Description: Rules requiring the implementation of construction BMPs, including sediment and erosion controls.
- Responsible: Director of Transportation.
- Goal: Within 2 years (12/31/2017), ensure that rules are sufficient.
- Reporting: Documentation of the review will be provided in the 2017 annual report.



**Construction Inspections**

- Description: Conduct construction inspections as described in the Construction Site Runoff Control Plan.
- Responsible: DOTA Environmental Section provides oversight and inspections for tenant improvement projects. Construction Manager conducts inspections for DOTA projects once qualified.
- Goal: Within 3 years (12/31/2018), conduct all required inspections.
- Reporting: Number of inspections will be compared to the number of construction sites in Enviance in the annual report.



**Construction Site Runoff Control Plan**

**Post-Construction BMP Plan Review**

- Description: Ensure that all construction projects disturbing  $\geq 1$  acre have considered the inclusion of permanent BMPs and projects that include permanent BMPs have a long-term maintenance plan.
- Responsible: Engineer Project Manager (Division – DOTA projects; District – Tenant projects) will ensure that plans meet requirements. DOTA Environmental Section will conduct review.
- Goal: Within 3 years (12/31/2018), 80% of applicable construction projects will include consideration for permanent BMPs.
- Reporting: A record of projects disturbing  $\geq 1$  acre will be kept in Enviance and compared to the list of projects that have completed the Design Review Checklist and included the consideration of permanent BMPs.

**Enforcement Rules**

- Description: Rules requiring the implementation of post-construction BMPs and long term plan for maintenance. For DOTA projects, contractors are bound via their construction contracts. For tenant projects, tenants are bound due to their discharge permits.
- Responsible: Director of Transportation.
- Goal: Within 2 years (12/31/2017), ensure that rules are sufficient.
- Reporting: Documentation of the review will be provided in the 2017 annual report.

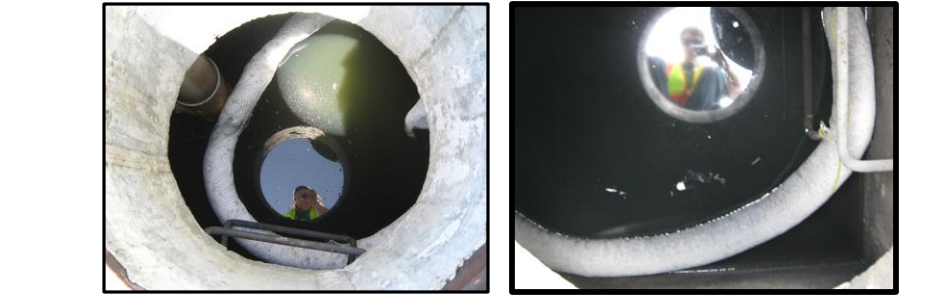
**Permanent BMP Inspection**

- Description: Ensure that contractor properly installs permanent BMPs and provides training on maintenance.
- Responsible: Engineering Section Project Manager.
- Goal: 90% of permanent BMPs are properly installed.
- Reporting: Construction or Project Managers will notify DOTA Environmental Section to include in the inspection checklist.



**Permanent BMP Maintenance**

- Description: Ensure that permanent BMPs are inspected at least annually and maintained as needed.
- Responsible: District Manager fund inspection / cleaning contract. DOTA Environmental Section to record cleaning data in Enviance.
- Goal: 80% of permanent BMPs are properly inspected and maintained.
- Reporting: DOTA Environmental Section will pull Enviance report to include in the annual report.

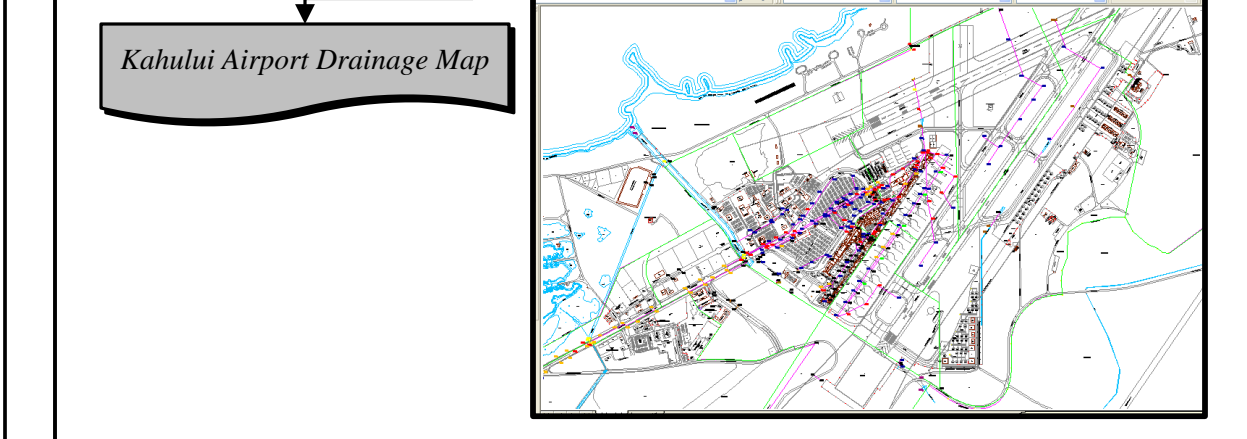
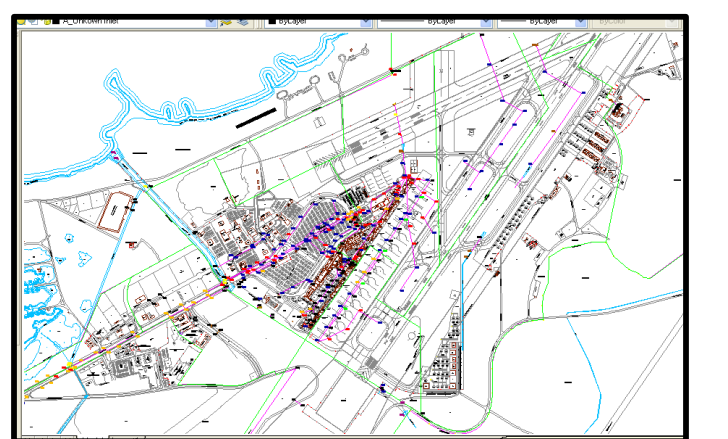


**Pollution Prevention / Good Housekeeping**  
To prevent and reduce storm water pollution from common airport activities.

**Debris Control Programs**

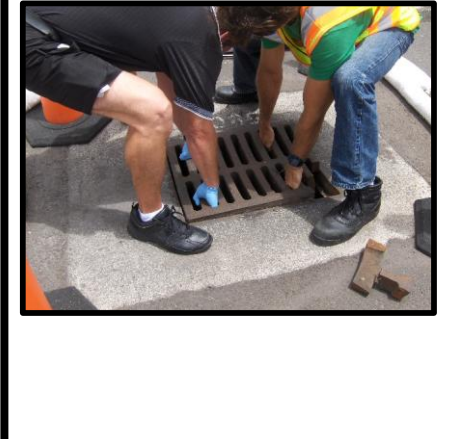
**OGG Drainage Map**

- Description: Map of OGG with all drainage structures identified.
- Responsible: DOTA Environmental Section is responsible for verifying and updating map. Engineer Project Managers are responsible for notifying DOTA Environmental Section of the addition or removal of drainage structures.
- Goal: Annual review of the map to ensure it is kept up-to-date.
- Reporting: Changes to drainage system will be identified in the annual report.




**Drain Inlet Inspection and Cleaning**

- Description: Initially, storm drain inlets and catch basins will be inspected and cleaned, as necessary. After the second annual cleaning, the structures will be ranked and future inspection / cleanings frequency will be based on the ranking. Note: rankings will be updated every permit term.  
High = Top 10% debris amounts = Annual  
Medium = Debris present, except top 10% = Biennial  
Low = No debris present = Once per permit term
- Responsible: DOTA Environmental Section will rank structures and track inspection / cleaning data in Enviance. District Manager fund inspection / cleaning contract.
- Goal: 1) Verify and inspect 85% of drain inlets and catch basins on drainage map for the first two years (2015 & 2016). 2) Rank all drains inspected after 2016.
- Reporting: Compare list drainage structures in Enviance with inspection data and include in annual report.




**Canal and Shoreline Inspection and Cleaning**

- Description: Remove debris from drainage canals and ocean shoreline on DOTA property.
- Responsible: District Grounds Maintenance Supervisor is responsible for inspection / cleaning. DOTA Environmental Section will record inspection and cleaning data.
- Goal: Inspect and clean all canals identified on the OGG drainage map.
- Reporting: Compare inspection / cleaning records in Enviance to the OGG drainage map.



**Street Sweeping**


- Description: Conduct street sweeping at frequently used paved areas of the airport to remove accumulated sediment, trash, and debris.
- Responsible: District Maintenance Baseyard Supervisor directing and completing sweeping operations. DOTA Environmental Section will record cleaning data.
- Goal: Identify areas needing sweeping and complete log.
- Reporting: Street sweeping data will be communicated in the annual report.



**Maintenance Baseyard Activities**


**Maintenance Baseyard Inspection**

- Description: Quarterly inspections will be completed to ensure activities conducted by DOTA employees include BMPs as described in the Kahului Airport Storm Water Pollution Control Plan (SWPCP).
- Responsible: DOTA Environmental Section conducts inspection. Maintenance Baseyard Supervisor ensures deficiencies are corrected.
- Goal: Three or fewer deficiencies identified during inspection.
- Reporting: Baseyard inspections and number of deficiencies will be logged in Enviance and included in the annual report.



**Storm Water Monitoring**

- Description: Complete annual storm water monitoring as described in the Kahului Airport SWPCP and sampling SOP.
- Responsible: DOTA Environmental Section.
- Goal: Complete annual storm water sampling.
- Reporting: Report sampling results on the Discharge Monitoring Report (DMR).



**Storm Water Monitoring Standard Operating Procedure**

